

District IV Citizen Review Panel
707 N. Armstrong Pl, Boise, ID 83704
Tuesday, September 1st, 2020
4:00 pm – 6:00 pm

Join Zoom Meeting

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Meeting Minutes

In Attendance:

Members: Brian McCauley, Shannon McCarthy, Melissa Mezo, Kym Nilsen, Darcie Bobrowski, Nicole Noltensmeyer at 4:15pm

Staff: Laura Smith, Courtney Boyce (CDH) and Misty Myatt (Idaho Department of Health and Welfare)

Guest(s): Allison Berkson

Call Meeting to Order

Brian McCauley, District IV CRP Chair, called meeting to order at 4:05pm. There was discussion regarding the agenda due to a cancellation of an interview. A qualified applicant withdrew their application from consideration. Given the amendment to the agenda, it was discussed if the panel consents to the agenda.

Motion:

Shannon motioned to consent to the agenda, as amended. Melissa seconded. All in favor. None opposed. The motion is approved.

The panel members reviewed the meeting minutes as it was shared electronically through Brian. The meeting minutes were also submitted to panel members for review in an email.

Motion:

Kym motioned to approve the August meeting minutes as written. Shannon seconded. All in favor. None opposed. The motion is approved.

The panel members discussed the first agenda item, which includes going into Executive Session.

Motion:

Shannon motioned to enter into Executive Session for the purposes of hiring. Kym seconded. All in favor. None opposed.

Executive Session

In accordance with Idaho Code §74-206 (1)(a) and §16-1647, the District IV Citizen Review Panel entered into Executive Session with a majority vote, confirmed by roll call: Nilsen, aye; Noltensmeyer, aye; McCauley, aye; Mezo, aye; McCarthy, aye; Bobrowski, aye.

A closed meeting—that is, an “executive session”—may be held for the reasons listed in § 74-206(1):

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.

The panel resumed regular session at 5:09pm.

The motion to vacate Executive Session was made by Shannon. Kym seconded. Confirmed by roll call, Mezo, aye; Nilsen, aye; Noltensmeyer, aye; Bobrowski, aye.; McCarthy, aye; McCauley, aye. None opposed, the motion carries.

The panel continued a general discussion regarding the forward trajectory of the CRP. Brian discussed that collaborative engagement of the Idaho Department of Health and Welfare is beneficial in CRP efforts. Brian continued that this relationship would mean Department values the CRP’s input to incorporate changes and recommendations. This avenue is a quick and viable manner of creating change as the CRP cannot legislate every recommendation. Brian discussed that this panel provides each one of the volunteer members the greatest connection to that relationship. Brian discussed that Misty Myatt, the IDHW representative and department liaison to the panel attends every meeting. It was discussed that the panel may need to invite Roxanne to one of our meetings, and share with her some of the panel’s concerns, strategize together and make solutions. Roxanne’s attendance and participation in CRP meetings, has been a standing invite. It was discussed that the CRP needs to consider different ways to strategize and capture the attention of leadership.

Shannon discussed creative approaches to change, the influence of media, and needed collaboration. Brian shared that what the CRP is discussing is essentially, how to influence others (stakeholders, policymakers, leaders within/outside of the Department etc.) to do what is in the best interest of the child. Brian discussed that CRP could utilize media or legislation, but in the end they need the decision makers in the Department. There is a better chance of influencing decision makers, than of individuals within the system requiring change. It was acknowledged that the concerns that panel member Darcie raised, were valid concerns.

Brian identified important issues that the CRP is working on, including trauma-informed care, group homes/residential treatment facilities, and the specific child-welfare issues as it pertains to Valley County. After continued discussion, the plan is to strategize current resources and leverage partners.

Melissa discussed if it would be beneficial to invite the Ada County Sheriff attend the next meeting or ask to join us in October and get back with the group, as this can determine the agenda. Melissa volunteered that she can do this.

Under CRP bylaws, Article VIII: Procedures, Section 3 – “Individual members of the Panel shall not speak for the Panel, except on specific delegation.”

To acknowledge this bylaw, the panel discussed motioning to approve for Melissa to contact the Sheriff.

Motion:

Shannon motioned to approve Melissa to represent the District IV Citizen Review Panel by requesting the Ada County Sheriff attend one of the CRP meetings, so the CRP could ask questions and gain understanding.

Kym seconded. All in favor. None opposed. The motion carries.

Continued discussions included ideas on collaborating with other counties by developing a panel of Boise, Valley, and Elmore County representatives, to share their different perspectives and expertise with the panel. This conversation would highlight the wide range of strategies and methods on how they interact with the IDHW. An option of this panel was discussion that 30 minutes of discussion for each county. Hypothetical questions were posed including - what information are we going to be gathering and how we can best use that time to be constructive. Misty shared that the Department has a great working relationship with Ada County, and that their perspective, would not be broadly representative of other counties, and how it may be beneficial to get all of the information for how each county's jurisdiction interacts with the Department. At this time, it was discussed to extend the invitation to Ada County as motioned, and consider other invitations at a later date.

Brian returned the discussion to the Citizen Review Panel vacancy, and if the panel is prepared to vote for the approval of the only applicant that has gone forth before the panel, or if the panel would like to continue accepting qualified applicants, and schedule new interviews the following month. Courtney shared that based on the previous discussions about what qualifications and perspectives the panel was looking for, this led to several pre-interviews through CDH staff, but that the top two qualified applicants were nominated to be interviewed by the panel. The second applicant nominated to be interviewed by the panel withdrew their name for consideration several hours prior to the CRP meeting. The two top applicants best represented the previously shared considerations for applicant qualifications and/or perspectives.

Brian asked each panel member individually if they feel they are prepared to vote now or would like to continue to evaluate other candidates.

Motion:

Brian motioned to vote regarding Allison Berkson's application to fill Teri Murrison's vacancy as a member of the District IV Citizen Review Panel.

Shannon seconded. All in favor, none opposed. The motion carries.

Motion:

Brian motioned for those in favor of appointing Allison Berkson to be a member of the District IV Citizen Review Panel, to indicate aye.

Shannon seconded.

Shannon, aye. Kym, aye, Nicole, aye, Darcie, aye, Melissa, aye. Brian, aye.

All in favor, none opposed. The District IV Citizen Review panel has unanimously agreed on Allison Berkson as the newest volunteer member of the District IV Citizen Review Panel.

Group Home/Residential Treatment Facility Presentation

Nicole Noltensmeyer facilitated a discussion based on the presentation that she shared last month regarding group home and residential treatment facilities. This discussion centered on a draft of a formal recommendation letter that will be submitted to the IDHW. The document indicates recommendations regarding group homes and residential treatment facilities utilized for Idaho's foster children. These recommendations were based on personal accounts and IDAPA rules regarding the licensing of these facilities. The District IV CRP believes these recommendations require urgent attention by the Department of Health and Welfare. The District IV CRP understands that while COVID-19 has created difficult circumstances, and preventing an outbreak at the facility is of the utmost importance, children must be able to maintain contact and connection with loved ones and legal representatives. These recommendations also reviewed IDAPA 16.06.02 - Rules Governing Standards For Child Care Licensing, and provided further recommendations.

Shannon will assist with the language of the document, to provide further edits, suggestions, and ensure accuracy with Idaho Code citations. Brian encouraged references to Idaho Code. Nicole will send the presentation to the panel. Knowing that there were expected amendments from this draft, a discussion

ensued on if panel members were comfortable with approving this document for distribution without having read the finalized/edited version. This process would allow for distribution sooner.

Melissa left the meeting at 5:57pm.

Quorum of five, accounted for with Brian, Darcie, Shannon, Kym and Nicole.

Motion:

Nicole motioned to submit this document to Roxanne at IDHW, with further amendments and edits, including but not limited to, constitutional rights and 'respectfully requesting a response no later than 30 days.'

Kym seconded. All in favor. None opposed. The motion carries.

Nicole will work with Shannon to edit, cite, and amend this document. Nicole will finalize edits, and send to Courtney. Courtney will submit formally to Roxanne upon completion. Courtney also identified that she would like to send this document to Laura Smith and CDH Administration. Shannon discussed that the document should clarify what a 'response' is, and the kind of response the CRP is looking for. Shannon also discussed having a cover letter.

Statewide CRP Leadership Call Update

The framework appears to have been picked up well by District V, although there was some miscommunication regarding the meeting action items, in terms of responsibility.

It was shared that Courtney will be in attendance for part of the meeting tomorrow, however will not be present for the duration of the meeting. Nicole will be on the call.

Adjournment

Given the time limitations, not all of the agenda items were addressed in this meeting.

Some of the items to be discussed under the Open Meeting Law section included information for the panel on how CDH is staying in compliance. The meeting notice was published in the central Meeting Rooms hallway of Central District Health. The meeting notice will also be published online and available for the public's review at CDH. A staff member is present at Central District Health for the meetings with a reserved room for public viewing of the meetings. Public members will need to contact Courtney to be guided to that room. Additional measures to increase access to meetings include disabling security settings in Zoom. CRP members will be reminded via e-mail, that if two or more persons from the CRP come together to discuss panel items that may present themselves at meetings, be motioned on, etc. that they will need to be in compliance with Open Meeting Law, including published meeting notices and meeting minutes.

Kym requested 15 minutes at the following meeting to discuss Valley County.

An additional 5 minutes was allocated to discuss bylaw amendments, as proposed by Shannon and Courtney.

Brian McCauley adjourned the meeting at 6:16pm.

Meeting minutes prepared by Courtney Boyce.